Vetting Companies & Executives

Our librarians regularly vet companies, candidates who have been nominated to committees and councils sponsored by the Department of Commerce, and for other purposes. We would be happy to assist with your vetting, but if you'd rather do it yourself, here are some search tips to get you started.

Please note, our search tips are intended to find derogatory information about companies and candidates. If you are looking for company or industry analyses, please refer to the **Company Information** or **Industry Information Research Guides.**

- 1. Internet search for candidate and company name variations to use in licensed databases such as Lexis, EbscoHost, and OneSource (i.e. spelling variations, nicknames, middle initials, company shorthand [e.g. Coke for Coca Cola Enterprises, Inc.], etc.). Good resources include company websites (especially executive biographies) and LinkedIn.
- **2. Researching on Lexis.com*.** Lexis is a great vetting resource because it has thousands of full-text newspapers, newswires, trade publications, journals, transcripts and more.
 - **a.** Under the SEARCH tab go to "News and Business," and then select "News, All (English, Full Text)" from the "Combined Sources" column.
 - **b.** Limit search to previous five years (fewer if searching large companies).
 - **c.** Use "Terms and Connectors." Below is a canned search you can copy and paste as a starting point; enter the company or individual's name within the quotation marks. Please note that you may need to add or remove search terms depending on the nature of your subject; refer to the "Help" section in the upper right corner for more tips on using the Lexis search engine.

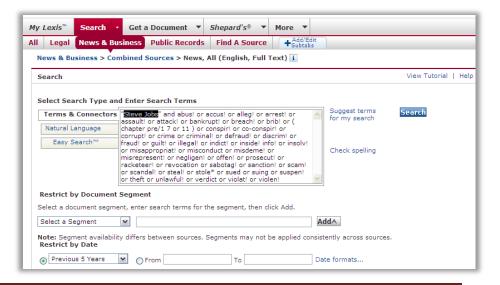
"COMPANY NAME" and abus! or accus! or alleg! or arrest! or assault! or attack! or bankrupt! or breach! or brib! or (chapter pre/1 7 or 11) or conspir! or co-conspir! or corrupt! or crime or criminal! or defraud! or discrim! or fraud! or guilt! or illegal! or indict! or inside! info! or insolv! or misappropriat! or misconduct or misdeme! or misrepresent! or negligen! or offen! or prosecut! or racketeer! or revocation or sabotag! or sanction! or scam! or scandal! or steal! or stole* or sued or suing or suspen! or theft or unlawful! or verdict or violen!

- **d.** If your results yield too many hits (more than 50), narrow your search by:
 - i. Limiting to the lead paragraph: LEAD(paste your search inside the parentheses)
 - **ii.** Change your date restriction to the Previous 3 Years.

iii. After the COMPANY NAME replace "and" with "w/4" so you are only searching the terms

within 4 words of the company name.

iv. Limit the databases –
instead of "News, All
(English, Full Text)" try
"Major Newspapers" or
choosing the larger
individual publications,
such as the NYT, WSJ,
LA Times, Miami
Herald, Denver Paper &
Washington Post.



Commerce Departmental Library Tutorial

3. Other databases to search:

- **a. EbscoHost, Gale, & ProQuest** are three resources that can be searched in one step from the yellow search box on the library home page. If you get back too many results, you can also search them individually, as well as limit the results to "abstract".
 - **i. EbscoHost's Business Source Complete** magazines, trade publications, and academic journals.
 - ii. Gale's Academic & General OneFile business news and information from popular publications and academic journals.
 - **iii. ProQuest** Comprehensive international business content from major newspapers, trade publications, and scholarly journals.
- **b.** OneSource Public and private company and industry information, including corporate overviews, executives, SEC filings, financial health and more. View the OneSource User Guide here.
- **c. Uniworld** multinational business directories that include contact information for headquarters, branches, subsidiaries and affiliates.
- **d.** Ward's Business Directory of US Private and Public Companies (Gale) current company and industry profiles, 90% of which are private.
- **e. Corporate Affiliations** (Lexis*) a directory of corporate structure information with contact information and subsidiary listings (both public and private). To access click the "Find a Source" tab and enter "corporate affiliations."

*Commerce employees can receive a user ID for Lexis by contacting the library at lawlibrary@doc.gov. ITA employees can access Lexis directly via the CDP.